

PROFESSIONAL GROWTH INCREMENT (PGI) MEETING
SEPTEMBER 21, 2018
9 -10 AM
VICE PRESIDENT CONFERENCE ROOM, BAILEY HALL

COMMITTEE FUNCTION:

On an annual basis, to review and to recommend concerning the PGI applications from faculty for purposes of salary schedule movement to Steps 20, 24 and 28.

COMMITTEE MEMBERS: Jane Saldana-Talley (Co-Chair), Sean Martin, Ashley Arnold, Kirsten Swinstrom, Heidi Saleh, Katherine Valenzuela

AGENDA

1. Introduce Members and Review Committee Function
2. Elect faculty co-chair
3. Assign PGI submissions to committee members
4. Discuss protocol for responding to faculty questions throughout the year
5. Response to faculty regarding number of units received (attached)
6. Review and reminder: Knowledgebase for committee members (attached) and role of chair in updating, as needed
7. Review of Revised "PGI in a Nutshell" and old "Primer for PGI Advancement" (2 attached)
8. Review [PGI SharePoint Page](#) – What should/can be posted?
9. Confirm Spring PDA Session
10. Queries for PGI credit consideration
 - a. Student Equity Professional Learning Series
11. Review calendar for remainder of semester:
 - a. PGI write-ups due to Karolina October 24 (for Nov. 13 Board)
 - b. Review notification protocols for PGI status; set dates (3 attached)
 - c. Determine if additional meetings are required beyond October scheduled date

Next meeting(s):

Minutes of PGI Committee meetings are not posted online due to the confidential nature of the contents. Please contact the Office of the Vice President of Academic Affairs for specific questions.